



Lunenburg Public Schools

Loxi Jo Calmes
Superintendent of Schools

SCHOOL COMMITTEE MEETING
Wednesday, November 19, 2014
T. C. Passios- 7:00 p.m.

Minutes

School Committee
Gregory Berthiaume
Michael Mackin
Colleen Shapiro
Brendan Grady
Heather Sroka

Superintendent
Loxi Jo Calmes

Recording Secretary
Liz Petersen

Student Representative
Sophia Holman

Guests

Julianna Hanscom, Director of Special Services

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- * Call to Order: Dr. Gregory Berthiaume called the meeting to order at 7:01 p.m.
 - * Chairs Report: Dr. Berthiaume reported that there had been a workshop on November 17th to discuss School Committee draft goals. Goals will be posted at the website, welcome public feedback. Dr. Berthiaume also indicated that Paul Murphy, Acton-Boxborough school committee member is proposing changes to chapter 70 special education costs and asked if the Lunenburg SC was interested in supporting. Dr. Berthiaume will contact him further for additional information and report back.
 - * Review and Approve Minutes: The following minutes were approved:
 - November 5, 2014 Regular session minutes
 - * Review and Approve Warrants: Warrants were on the table for signature and there were two line item transfers. One was set aside from the last meeting requesting \$5,000 from contracted services to district mileage line for reimbursement of staff travel & mileage school to school. This was also necessary due to travel of director of special services to out of district meetings as special services director has taken on the role as out of district coordinator as well this year. Transfer of \$15,000 from health insurance line to legal expenses line. These were due to unanticipated personnel related matters as well as special services legal expenses. Legal line minimally funded this year, will anticipate more legal expenses. Superintendent Calmes commended Ms. Hanscom for curtailing cost of these expenses by intervening on special services legal matters.
 - * Superintendent's Report
 - State predicting a 385 million dollar deficit that they will want to close before newly appointed governor takes office. Knew they would have to go outside of executive branch in order to do that. 9c cuts legislature will have to act upon. Cuts to cities and towns unrestricted aid-may be \$25,000 cut to town. Could mean a minimum reduction of \$10,000 to schools. May reduce reimbursement for charter school enrollment. Regional transportation affected as well, but does not affect us in our district.
 - Mr. Londa spoke to the water situation in front of high school. This morning with cold temperatures there was a problem with the entryway getting water washing across roadway coming from the field. Shawmut had put 36" pipes into a drain on the other side of the school, which is subsequently causing leakage. Shawmut will try to pump water out or cut a swail to

another drain to get water out. Will have solution in place shortly. Mr. Londa will put sand/salt on it in morning.

- Happy Thanksgiving to community and families, early release on Wednesday as well as Turkey Trot. Powder Puff going on tomorrow afternoon, positive, community building experience. Calendar advisory meets tomorrow.
- Gift Mart-group of citizens will be putting out boxes in schools so citizens can drop off unwrapped age appropriate gifts, due by Dec. 10th. Donations can be made to Nancy Kerylow, who will also be accepting donations via check.
- Tree Lighting Dec 1st 6pm on Town Common. Will be hot chocolate and baked goods by student council at TCP afterwards.
- Positive PD day, first time in 6 years all faculty got together for DDM presentation. Looked at student growth. Took opportunity for vertical teaming and worked for 1 1/2 hours to prepare for transition & configuration of new school building in 2016. Faculties went on site to work on ALICE and building based goals. Productive day.
- Master Teacher Projects-Primary school, Ms. Marshall is providing direct instruction in reading before and after school, Ms. Rash leads monthly discussion and dialogue of educational literature with faculty and staff and also during the second semester provides after school assistance. At THMS projects include Ms. Laserte, serves as chair of Wellness Advisory Committee and is active with regional organizations representing the district: Mr. Cournoyer is organizing curriculum maps in ELA for 4-7th grade that will be posted online after review. Mr. Sheasgreen coordinates the new teacher induction program that provides mentoring and support to teachers new to the district. He is also co-teaching with Ms. Okerman the service learning course. At LHS Mr. Normandin is developing student leadership course, working on advisory program, Ms. Keegan & Mr. Short teaching a “real world finance” course. Mr. Short teaching an SAT course as well. and Ms. Keegan is also coordinating PK-12 curriculum review in Social Studies. Ms. Proctor supporting ELL learners in acquiring language skills, Ms. Vallee conducting workshops and will offer a course on using instructional technology in classroom, Mr. McCauliff is providing administration support and Mr. Belair is offering an after school robotics workshop at LHS and with those students will offer a club/lego workshop at THMS. Superintendent Calmes explained that the master teacher program allows teachers to take their passions explore them further while making substantial contributions to the district educational program. Mr. Grady commented how invaluable this program is for teachers and students.
- Congratulations to Brook Hansel who in a ceremony today at LHS signed a letter of intent to attend UMASS with a track scholarship. Pictures of the event will be posted on the district Facebook. The Superintendent thanked Pete McCauliff for putting together the ceremony.

* Student Representative's Report: none noted.

* School Building Committee Report – Mr. Mackin reported that the SBC met again last week on the 12th. Construction meeting that day as well. Request by SC parking-was presented conceptual layout by Tappe, but needs to be authorized by SBC for additional expenditure. Not knowing zoning requirements, the SBC has tabled further action until that is resolved. Will have further discussions with Reuse committee. Superintendent Calmes & Mr. Mackin will meet with planning director to see if he has any other insights. Footings will be done by end of month despite cold weather. Techniques continue in cold. Ahead of schedule still. Steel delivery Dec. 8th, all other contractors will be off site as their part is completed. Topping off ceremony projected to be end of Feb. when final girder is put into place-will share with community. Guaranteed Maximum Price will be on Dec. 3rd, reviewed by designer, and at SBC for action by 10th. May be able to look at a few things to enhance project. next SBC meeting is Dec. 10th. SBC authorized for 6 aerial shots over development of project for community interest and historical perspective. More aerial shots at website.

* New Business:

- a. Special Services Overview, Update, & FY16 Proposed Budget: Ms. Hanscom went line by line with more detail. First, mileage district reimbursement to increase this year and next. Looked at last year's cost vs. this year & projected best estimate. Already at \$1,260 for BCBA this year-lot

more travel this year with home visits & meetings. Also ELL teacher \$536 last year, this year \$297 already. Two ELL teachers this year impact spending. Decreased contracted services line, \$110,000 reappropriated to mileage. No changes in Special Services supplies line. ELL general supplies \$6,025. Broke up \$5,000 BCBA and unforeseen expenses. Wanted to separate lines this year. Retell resources, requiring 2 years of core academic teachers to take and implement. May be less than \$5,000. Bought dictionaries this year. Hospital tutoring, split line to track those students with after school services from students with IEP's. Had payed for this in the past but hadn't captured. Different from hospital tutoring, can track easier. SS contracted related services. Spent \$2,300 independent evaluations this year, number fluctuates depending on number of independent evaluations.. PD grant cut this year, kept money in this year for BCBA, ELL. Psychological testing and supplies increased due to some updated testing that have been released. Normally due to budget process needs to be updated within at least 2-3 years. Grant 274 PD increased this year to \$13,000 but gave only 4 areas we could use-used assessing and improving instruction for kits to improve staff training of these tests. Next line item increased was special transportation. Dr. Berthiaume asked if this was overestimated given that collaborative and out of district costs are projected to decreased. Ms. Hanscom explained that she does not feel comfortable with taking money out of that line at this time. Dr. Berthiaume would be interested to see what information would go into this prediction, would like Ms. Hanscom to go back and look at this. Out of district private and collaborative-students graduating, aging out, etc. these numbers significantly less than last year. Ms. Hanscom explained that students moving in to Lunenburg as out of district placements already impact costs. SC encouraging Ms. Hanscom to explain increase- what is driving the cost. Able to bring two students back already, more work to do. Out of district Circuit Breaker error-actually 65% cost. Anticipated \$810,243 with 22 estimated for reimbursement. Getting reimbursed at 72% this year. Total budget is 1.8 million below FY14 costs. Additional increase for personnel recommendations- 5 additional Paraprofessionals recommended for unanticipated students that may move in. Right now we utilize long term subs for these instances. Supporting 3 additional students going to ACE program. Recommend another BCBA like Mary Young, significant needs at home, parent training for home school techniques for success. Over 30 students caseload right now. Looking at program that will need more significant support with hardest population to keep in district-social/emotional/behavioral. Ms. Young has done FBA's for students out of district to assess cases to try and bring students back. Out of district coordinator needed as .5, previous coordinator had given notice, and Ms. Hanscom had taken on this role. When we have THMS as 3-5th grade we will have to look at ACHIEVE programs so there is no gap in services. Currently have 50 paraprofessionals, 35 teachers. If we do not get additional staff recommended we will do the same as in the past with long term subs. Mr. Mackin commented that if we analyze places cut in the past, it has been paraprofessionals. Principals have been open to providing additional classroom support.

* Old Business:

a. Third Reading of Policy: Service Animals & Section 3000 Updates & Additions: Did receive one piece of feedback asking if families were required to carry insurance for the animal. The Superintendent checked with legal counsel and was advised schools are not able to require this. Superintendent Calmes recommended approval of policy. Mr. Mackin made motion to waive third reading and adopt policy as written, Ms. Shapiro seconded. **Vote: Unanimous.** Policy Section 3000- no feedback received. Superintendent Calmes recommended approval. Mr. Grady made motion to waive third reading and adopt the policy as written. Ms. Shapiro seconded. **Vote: Unanimous.**

* Public Comment – Mr. Mackin made a plea to the public to go to the Boys and Girls club of Lunenburg website and donate.

* Reports

- a. Finance Committee – Dr. Berthiaume reported that have not met.
- b. School Councils – Mr. Mackin reported that the Alice Training Drill had been discussed & PD Day, THMS meets next Tues to tour building site.
- c. PTO- Ms. Sroka reported that they held meeting on Monday-all departments made presentations. Barnes & Noble Book fair 4-9pm has lots of teachers signed up to read books.

- d. Policy Sub-Committee- Dr. Berthiaume reported that they had not met but needed to schedule a meeting.
- e. Capital Planning Committee – Ms. Sroka reported that they had met and heard the Police Dept. presentation.
- f. Wellness Advisory Committee –Ms. Shapiro relayed that next meeting Dec. 10th.
- g. PAC/SAL – Ms. Shapiro reported that they will meet Friday, December 12th.
- h. Re-Use: Mr. Mackin reported the next meeting would be on December 1st at Town Hall.
- i. Calendar Advisory Committee- Ms. Shapiro reported that they had met last Thursday. Went over survey results. Made a preliminary calendar, and working on finalizing presentation. Will present to SC on December 3rd. Have results of student's survey that they will look at tomorrow night. Survey of LHS students showed that they would like to start before Labor Day.

* Items for Future Discussion: Dr. Berthiaume indicated there was a need for executive session M.G.L. Chapter 39, Section 23B [3] To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the government's bargaining or litigating position. Topic was negotiations with non-union personnel. Mr. Mackin moved to enter executive session and not to return to public session at 8:19 p.m. Ms. Shapiro seconded.

Roll Call

Dr. Berthiaume- yes
Mr. Mackin-yes
Ms. Shapiro-yes
Mr. Grady-yes
Ms. Sroka-yes.

* Adjournment – Mr. Mackin made a motion to adjourn the meeting at 8:38 p.m. Ms. Shapiro seconded.

Roll Call

Dr. Berthiaume
Mr. Mackin-
Ms. Shapiro-
Mr. Grady-
Ms. Sroka-

Respectfully Submitted,

Liz Petersen
Recording Secretary